

STATE HISTORICAL RECORDS ADVISORY BOARD

Minutes

The State Historical Records Advisory Board (SHRAB) met on November 13, 2003 at 12:30 p.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Rebecca Ryder, University of Kentucky (UK); Mary Margaret Bell, Jefferson County Public Schools (JCPS); Sue Lynn Stone, Western Kentucky University (WKU); Dr. William Mulligan, Murray State University (Murray SU); Dr. James Greene, Harlan Independent Schools; and Mary Winter, Kentucky Historical Society (KHS). Also present was Connie Renfroe, Public Records Division Secretary. Not present was Dr. Yvonne Baldwin, Morehead State University (MSU).

Teague gave an update on the meeting of the Archives Week Coordinating Committee, which was held prior to the SHRAB meeting. A copy of the 2003 Thomas D. Clark Award, which was presented to Dr. Lowell Harrison, retired professor at WKU, printed by the King Library Press, was shared with SHRAB members. Teague said that one of the most exciting events held during the 2003 Archives Week was the William Calk collection displayed at the Kentucky Historical Society, which had front page coverage in the Lexington Herald Leader. There were several proclamations in several localities and a state proclamation. An effort will be made to get a draft proclamation out to local officials for next year. Eight thousand bookmarks were distributed to public libraries and repositories during the 2003 Archives Week. The 2004 Archives Week is scheduled for October, but a definite date has not been scheduled. It was subsequently scheduled on October 10-16, 2004. Pending approval of the 2004 National Historical Publications and Records Commission (NHPRC) grant, submitted by SHRAB for \$10,000, the Archives Week Committee plans to have a poster made for the 2004 Archives Week. Winter is in charge of the Poster Committee. Bell is heading the Awards Committee, which will be working on soliciting nominations for 2004.

The minutes of August 27, 2003 were reviewed. Mulligan motioned to accept the minutes, seconded by Ryder. Motion carried.

Greene said that he had read the Social Education publication, which featured its entire issues on "Teaching American History with Primary Sources." One article was on how to use the National Archives website, which listed all the state archives. The Harlan Independent School District, in partnership with the KHS and UK, has received two grants from the U.S. Department of Education's "Teaching American History" Grant Initiative. They are working with teachers in a fifteen district area on how to use primary resources to teach history. They will also be presenting a workshop to school administrators.

Teague said KDLA's website has been updated, and the website address is now kdla.ky.gov.

Teague said that an NHPRC State Board Grant for 2004 in the amount of \$10,000 for administrative support had been submitted, and the Board should be notified of a decision sometime in November. If awarded, the grant will provide for two SAA basic training workshops in Kentucky on the introduction to archives and on basic electronic records, funding for SHRAB administration, and funds to script a video on historical records.

The Board agreed that discussion on the strategic plan be postponed until the next meeting.

Belding expressed appreciation for the subcommittee review of the two grant applications. The Berea grant application was then reviewed. The Berea grant application requested two years of support for arrangement and description of the records of the Council of the Southern Mountains, 1970-1989, 218 cubic feet of materials and photographs. Ryder questioned the difference between linear feet or cubic feet of collections. Mulligan thought the grant proposal was well done and supported the proposal. Ryder said an area of concern was the travel plan, otherwise the grant proposal was well articulated. Bell's concern was that the grant application did not express the need for conservation work. Belding said the grant proposal was not very explicit about the type of materials involved. Greene said his concern was the mention of the deterioration of the records. Further discussion was held. The Board agreed that preservation assessment and the scope of materials involved needed to be attached to the proposal. A motion was made by Winter, seconded by Bell, to recommend this proposal to NHPRC.

Teague requested that individual Board evaluations be returned to her by December 1st.

Scheduling of meetings for 2004 will be sent by e-mail.

The KHS grant application was then reviewed. The KHS grant application requested funds for arrangement and description of approximately 400 cubic feet of material, Registers & Rosters: Processing Business and Military Records in the Bluegrass State. Greene said that this was a very significant project, but the CD provided by KHS was not user friendly. Mulligan thought the proposal was too redundant and not well written. Ryder said that the proposal was a real need. Bell said she had a concern about preservation and that KHS did not include the job description for the positions they wanted to fill. Further discussion was held. Bell suggested that in the future, applicants be asked to send their completed grant proposal to the Board, before it was submitted to the NHPRC. Mulligan made a motion to have NHPRC return the KHS grant proposal for additional development and submission in a future cycle and that the Commission should take no official action at the present time. The motion was seconded by Bell. Motion carried. Belding will contact KHS to let them know what the Board had recommended to NHPRC.

There being no further business to discuss, the meeting was adjourned.